

CITY OF BURBANK

SENIOR ELECTRICAL ENGINEER

DEFINITION

Under general direction, to direct and train an electrical engineering group in the design and planning of electrical generation, transmission and distribution systems and to do related work as required.

ESSENTIAL FUNCTIONS

Directs the design of electrical systems of generating units, distributing stations, switching stations, and their auxiliary electrical systems, underground duct and cable systems for the transmission and distribution systems; directs the design of new electrical systems for buildings, and makes and directs preparation of estimates of cost for electrical installations; supervises the preparation and review of finished work drawings for electrical construction; prepares and directs preparation of specifications and requests for electrical equipment; reviews detailed drafting and engineering calculating work; applies economic and engineering principles in establishing electric and water rates and tariffs; studies means and methods of securing new economic sources of power; serves in a technical advisory capacity for the site plan review process; supervises the maintenance of records relating to system operations; directs, assigns and evaluates work; makes effective recommendations regarding hiring, promotions and transfers; effectively recommends disciplinary action as needed up to and including termination; participates in the adjustments of grievances; drives on City business.

MINIMUM QUALIFICATIONS

Employment Standards:

- Knowledge of - electrical engineering, design and operating practices related to electrical generating and distribution; electrical generating, distribution and related auxiliary equipment; the principles and practices of sound personnel management and supervision.
- Skill in - drafting and engineering related drawing.
- Ability to - prepare reports and studies relating to electrical engineering and economic problems relating to the sale of electric energy; supervise and review the work of engineering and technical personnel; review and prepare specifications, estimates and lists of materials; establish and maintain effective working relationships with supervisors, fellow employees, and the public.

Education/Training: Any combination of education and/or experience that has provided the knowledge, skills, and abilities necessary for acceptable job performance as determined by the City. Example combination includes, but is not limited to a B.S. degree from an accredited college or university with major course work in engineering; four years of professional electrical engineering experience including two years at the level of Electrical Engineering Associate.

License & Certificates: A valid California Class "C" driver's license or equivalent at time of appointment.

SUPPLEMENTAL INFORMATION

None.